

February 1, 1983

A meeting of the Board of Directors of Westcliff Associates was called to order February 1, 1983, at 4:45 p.m. in the Lounge Room. All members were present and Joe McFarland, Treasurer, attended.

Minutes of the previous meeting were approved as read.

Joe McFarland reviewed the 1982 financial statements and Clint Corliss commended Joe for his work as Treasurer. John Quinlan and Ed Gonyou were appointed to audit the books again this year.

Clint Corliss requested Ginny Elias to oversee the annual meeting, which will be April 21, 1983. It was decided to hold the meeting again this year at Spokane Club since everyone seemed to enjoy the food and hospitality last year. Ginny will report at next meeting and present menu to select entree.

Clint presented his selection for Nominating Committee: Harvey Clarke, Chairman, Doris Winslett, Ruth Sackmann, Howard McNew, and Don Baird.

The Board reviewed letters from Dr. and Mrs. Lyle regarding suggestions on board members and meeting. Since the Board meetings are open and any unitholder is welcome to attend, Clint requested the Secretary to post on bulletin board notice of future meetings. A member of the Board will contact the Lyles upon their return this spring,

Bud Swanson made a motion we purchase a calculator for use by Assistant Treasurer, Wanda Allison, and John Quinlan seconded motion. Motion carried.

There being no further business, meeting adjourned.

Respectfully submitted



Wanda Allison, Secretary

March 23, 1983

A meeting of the Board of Directors of Westcliff Associates was called to order March 23, 1983, at 4:45 p.m. in the Lounge Room. All members, except Bud Swanson (in hospital), were present and Joe McFarland, Treasurer, attended. Don Eaton, House Chairman, also was present.

Minutes of the previous meeting were approved as read.

Ginny Elias reported on annual meeting preparations....room reserved at Spokane Club, menu selected...8 oz. steak...cost \$15.50, and wine furnished by Westcliff Assoc, and notice of meeting, with proxy attached, will be sent to all unit holders.

Clint reviewed Lucy Young's letter regarding high electric bills, and Myrtle Lanning also provided Board with record of her bills for winter months, and discussion followed regarding insulating garage as a possible solution toward reducing second floor heating costs. Don Eaton reviewed bids obtained, ranging from \$6,200 to \$18,000. Joe McFarland reviewed status of Maintenance Fund, stating that if work were done the latter part of this year it is probable the work could be done with no special assessment. It was decided that Don would obtain new bids and discussion would be raised at annual meeting in April.

Clint announced same Board members were recommended by Nominating Committee and unit holders would be notified in meeting announcement.

A letter from Doris Winslett regarding unit holders jointly-owned parts of the property and the possible liability arising from any damage suit against one unit holder. Insurance policy was reviewed by Wanda with Mr. Dobbys, who stated that each unit holder was an "insured" under policy for any liability arising from damage with coverage to \$1M. Wanda will notify Doris of this so that she can investigate with her own company.

There being no further business, meeting adjourned.

Respectfully submitted



Wanda Allison, Secretary

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There being no further business, meeting adjourned.

Respectfully submitted



Wanda Allison, Secretary

ANNUAL MEETING OF WESTCLIFF ASSOCIATES

APRIL 21, 1983

The 10th annual meeting was held at the Spokane Club in the Library Room. A get-acquainted hour started at 6:30 p.m., followed by dinner at 7:30 p.m.

Pres. Corliss called the meeting to order. All board members were present.

Pres. Corliss asked for the last call for proxies, followed by the announcement that a quorum existed with 29 votes in attendance and 12 proxies. A total of 36 attended the dinner.

The minutes of the last meeting were read and approved as read.

New unit holders were welcomed...Ruby Davis court and Winston and Faith Mader, including a welcome back to newly retired Bea Edwards. A thank you to Christy Yerkes and Lucy Young for the beautiful centerpiece, from our gardens.

Reports of Standing Committees: House Committee: Don Eaton reported the final coating on the roofs of the garage and entry way will be done when weather permits and final \$3,000 payment will be sent to Krueger. At the request of Board, he is obtaining bids for insulating garage. Clint explained reason for investigating garage insulation; some unit holders on second floor had made request for inquiry because of high electric bills.

Garden Committee: Betty Corliss reviewed progress in adding maple trees and several fruit trees, acknowledged all who have contributed so much to our lovely grounds, and added that Harold Franz and Ruby Davis court are now members of the committee. A contract has been given for year-round job of weed and pest control. Entire cost of yard upkeep to each unit holder has been a nominal \$26 per year...quite a bargain to care for three acres of beautiful landscaping! Because of low budgeted amount, voluntary contributions gladly accepted.

Hospitality Committee: Lucy Young reported that, thankfully, we have been a healthy bunch this year and very few cards and plants were sent.

Joe McFarland, Treasurer, reviewed year end financial reports showing our equity to be \$14,180, explaining reduction in equity occurred because reserve in Maintenance Fund was applied to new roof. He also reviewed current Maintenance Fund account and noted that it is probable we could insulate garage this year with accumulated fund paying total cost.

Harvey Clarke, chairman of Nominating Committee, stated the same Board members had been nominated by the Committee to serve another year. Clint called for nominations from the floor. There were none. Bill Bennett moved nominations be closed, so seconded, and motion carried unanimously.

Clint called for any old or new business. Jean McCrea inquired about installation of second elevator. Clint will have the Board research and will report back.

Clint acknowledged our deep thanks to Don Eaton and Joe McFarland for their continued efforts on our behalf.

There being no further business, Harvey Clarke moved for adjournment, Bob Woerner seconded, and meeting adjourned at 9:30 p.m.

Respectfully submitted


Wanda Allison, Secretary

June 7, 1983

A meeting of the Board of Directors of Westcliff Associates was called to order June 7, 1983, at 4:55 p.m., in the Lounge Room. All members, except John Quinlan, were present and Joe McFarland, Treasurer, and Don Eaton, House Chairman, also attended. Bea Edwards, unitholder, attended as our guest.

Minutes of the previous meeting were approved as read.

Don Eaton presented low bid to replace window in Hospitality Room from Tormino's for \$361.13. Bud moved we approve, Ginny seconded, and motion carried. Ginny recommended we clean drapes after window replaced, including drapes in game room, moved and seconded.

Don Eaton reported he has checked with several vendors about garage insulation. After discussion, Clint suggested Don seek advice from experts regarding types of insulation before actual recommendation be made.

The following slate of officers was recommended, seconded and approved:

Clint Corliss, President
Bryon "Bud" Swanson, VP
Virginia Elias, Secretary
John Quinlan, Member
Wanda Allison, Member and Ass't Treasurer

Joe McFarland (non-member), Treasurer

Clint will ask present chairpersons to serve again; Don Eaton, House Committee; Lucy Young, Hospitality Committee, and Betty Corliss, Garden Committee.

There being no further business, meeting adjourned.

Respectfully submitted

Wanda Allison, Secretary

Prior to the meeting, Mgr. Larri Weitz approached the Board to request permission to be away some evenings to stay in Post Falls if her father's health condition warranted this necessity. Permission was granted and request was made that the record show the manager is hired on a 40-hour-per week basis and not on a 24-hour per day basis.

August 30, 1983

A meeting of the Board of Directors of Westcliff Associates was held on August 30, 1983. In the absence of president Clint Corliss, Vice-president Bud Swanson presided. The minutes of the previous meeting were read and approved.

Ruby Davis court ask about the policy regarding flowers to be sent by the Associates to ill unit holders. In the absence of Lucy Young, hospitality chairman, Ruby, as her assistant, will take care of this.

A discussion followed regarding the windows of some units which have been fogging. Wanda reported that she had called Safeco, our insurer, to see if the \$250 deductible coverage will apply in such cases. Wanda will report back to us. Unit in question are those owned by the McNews, Wanda Allison, Joe McFarland, and Virginia Elias.

Myrtle Lanning, unit holder, asked about the completion of the roofing, specifically the coating to be applied to the canopy in front of the building. Don Eaton, house chairman, reported that our roofer was seeking such a coating. A new firm in Seattle is now manufacturing it and hopefully it will be secured and applied shortly. We have not completed paying our bill as an added incentive for the company to secure the coating. Don will report on this at our next meeting.

Don then reported on bids for the insulation to be applied to the garage ceiling. Basically there are three types of insulation suggested:

1. A spray-on paper material to be applied to the depth of approximately 3 inches on the ceiling proper, 1 inch to pipes, etc. This would be grey-white in color and will not take up moisture.
2. The second process would be a suspended ceiling with styrofoam bats on top.
3. The third process would be the attaching of bats to the original ceiling.

The following bids have been received:

From Therm-o-card: Process One - \$9500 plus tax
Process Two - \$16,000 plus tax
Process Three - \$10,000 plus tax

From Elliot Bay: Process Two - \$16,603 plus tax

From third company: Process Two - \$16,000 plus tax

All would guarantee their work.

Don called Washington Water Power who recommended Process One as being the most desirable. Maurice Kundig, a local architect, remarked that the suspended ceiling would look nicer but that maintenance would be a problem.

Assistant Treasurer, Wanda Allison, reported a balance of \$5,835 in the checking account. Bills of \$874 have been paid. The replacement of the Lounge window cost \$361 and the cleaning of the Lounge curtains \$109. The maintenance fund now totals \$15,560.23 which would allow us to pay for the garage ceiling insulation without an assessment for unit holders.

A motion was made by John Quinlan, seconded by Wanda Allison that we contract with Thermogard to apply the spray-on insulation at the bid price of \$9500 plus tax. Motion passed.

Wanda then read a letter to Larri Weitz, from a company seeking our business, to sweep the Condo parking lot and driveways. It was moved by Wanda, seconded by Myrtle Lanning, that Larri use her discretion in hiring such a company to sweep the lot and driveways. Motion passed.

Following a discussion of the purchase of a commercial vacuum for use by Larri in cleaning the carpets in the common areas of the building, vice-president Bud Swanson, requested that Don Eaton look into this (in consultation with Larri).

Gini Elias stated that several unit holders had asked that a suggestion box be place in an unobtrusive place in the general Lounge area for unitholders suggestions to the Board. Wanda stated that she would not consider such a suggestion; unit holders must come to board meetings and make such suggestions face to face. There was no further discussion.

The elevator carpet is now installed and unit holders seem pleased.

It was suggested that Larri get bids on cleaning the hall carpets. Wanda will take care of this.

The next project to be considered by the Board, at a later meeting, will be the problem of the garage doors.

There being no further business, the meeting adjourned.

Respectfully submitted,

Virginia Elias
Secretary, Board of Directors
Westcliff Associates

The November meeting of the Westcliff Board of Trustees was called to order by the President, Clint Corliss. Clint asked that we forego a regular agenda and proceed to a report from the Treasurer, Joe McFarland

Joe asked first about the proposed salary for 1984 for the manager, Larri Weitz. After discussion it was moved by John Quinlan, that the manager's salary be increased \$75.00 a month for \$900 a year. Motion seconded and carried.

The Garden Committee requested that the 1984 garden budget be increased from \$1400 to \$1500. After discussion of the amount of contributions which had been made to the fund in 1983, it was decided to increase the budget for the garden to \$1800.

The secretary then read a note of thanks from the second floor residents for the installation of the insulation in the garage. A bill was presented for this from Thermogard for \$10,193.50. It was decided to hold up paying the entire bill until the clock, damaged by Thermogard, has been repaired.

Don Eaton presented three bids for replacement of the south garage door.

1. Crawford Door \$2,508. A commercial curtain, roll-up type. The control system would have to be replaced at a cost of \$80 and 50 personal receivers at \$24.00 each.
2. Baker Steel- Kiener Door \$2,509. Don is not sure about the conversion of the receivers.
3. Tip Top Door Company - a Kinear Door which can use the existing openers. \$2406. They would guarantee that the electrical system would work. Don will check on their service dept.

Bud Swanson asked about a Stanley Door. Don recommended the Tip Top Door Company. It was moved by Bud, seconded by Wanda, that we accept the Tip Top bid with a reservation in the contract that it carry a proper warranty==90 days to a year. This warranty will be cleared by John Quinlan after it has been secured by Don Eaton.

A letter was read from George Dodds our insurance carrier. Clint asked if the bill had been paid for the roof. Mr. Dodds recommended a total of \$3,566,500. Liability of 1 million, excess liability of 1 million, contents of \$500 to \$550 thousand, as well as an umbrella of \$2,370. Clint will talk with Mr. Dodds.

Howard McNew again asked if the Board could do something about the T.V. noise from Anna LeMieux. Clint will talk with her son again. Clint will also call the Kafflens regarding the noise in unit 405.

Virginia Womach requested that a light be placed on the northeast corner of the building. It was suggested that one be placed at the southeast corner also. Don Easton will check into dual installation.

O.S. Kirishian presented a bid to clean the carpeted halls and the lobby for \$1000.00. This will include a Scotchgard seal. Wanda Moved we accept this bid. Seconded & carried.

It was suggested that we secure a commercial vacuum cleaner to cost between \$440 and \$565. After discussion, no action was taken.

There being no further business, the meeting adjourned.

Respectfully submitted,

Virginia Womach
Secretary

January 10, 1984

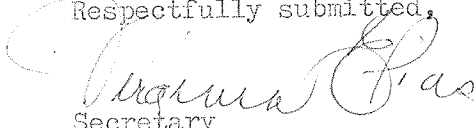
A special meeting of the Board of Directors of Westcliff South was held at 4:30 on Tuesday January 10, 1984.

President Corliss asked that we dispense with the agenda and the minutes of the past meeting and take under consideration the proposed budget

Treasurer Joe McFarland presented the 1984 budget which was up \$3500. The increases include: salary, up \$900, gas and electricity for the manager's apartment, up \$400; payroll taxes, manager, up \$450; electricity and gas for common areas an increase of 35%. Joe believes the above increases will take place and we must budget for them. Joe explained that he had been placing \$10,000 in the Provision for Contribution to Maintenance and Replacement Fund. John Quinlan and Bud Swanson questioned the need for putting aside such an amount. After considerable discussion it was moved by Bud Swanson that the reserve amount in the 1984 budget be set at \$5000 rather than \$10,000 and the final decision be taken to the entire Condominium membership at the Annual Meeting. Seconded by John Quinlan. In favor, Corliss, Quinlan, Swanson, Allison, against, Elias. Passed.

There being no further business, the meeting adjourned.

Respectfully submitted,


Secretary

The Board of Directors of Westcliff Associates met in special meeting on Tuesday, January 24, 1984. President Clint Corliss called the meeting to order.

President Corliss explained a problem which had grown in seriousness since the last meeting. This is the use of unit #05, formerly owned by Beth Kafflen, now a part of her estate, to become the property of Ladd and Marian Kafflen, her son and daughter-in-law. Because Ladd and Marian own a home in Spokane, they have been using unit #05 as guest accommodations for their family and friends. According to oral complaints and a letter from Don and Ruth Baird, who live in 305, these people have been abusing the privileges of using unit #05 by doing laundry and other noisesome things at early hours of the morning and late hours of the night. President Corliss read a letter from the Bairds in which they explained that children had been left in unit #05, not properly supervised, and had created a disturbance which annoyed other members of the Westcliff community. President Corliss then asked the Board for approval of the actions he had taken--he had talked with Ladd and Marian Kafflen who were most apologetic and assured President Corliss such a situation would not arise again. He then spoke with the Bairds of this meeting and they were most appreciative and satisfied. The Board heartily approved of the actions of the President and commended him for his prompt and thoughtful action.

After discussion it was decided that a packet should be made up for inheritors and prospective owners which would explain the use, rules, and regulations, of the Westcliff Condominium Association. Wanda Allison graciously offered to help President Corliss with this packet.

Don Eaton, head of the House Committee, explained the increase in dirt on the recently cleaned carpets. After discussion it was decided to secure the necessary part for the roof fan, install same, and then have the carpets touched up and sealed against such dirt. (To be done by O.S. Kirishian)

Don then explained to the Board the three exhaust fans located in the garage. He also told us the new south garage door is still minus two switches and a schematic drawing to hook up the individual closers. All material was placed in the mail to Westcliff last Thursday. It was reported that Mrs. Womack says the noise is less after the garage insulation.

Don then presented the bid from Intermountain Electric to match our existing outside lights with lights to be placed on the northeast and southeast corners of the building. After discussion it was decided that Don would contact the Warns to see if attaching the light to the building (close to their apartment) would be agreeable with them, thus saving the cost of standards for each light. (It was felt that the attachment to the building on the northeast corner would cause no problem)

It was moved, seconded, and carried that the McNews and Joe McFarland be reimbursed for the expense incurred in the replacement of common area windows in their apartments. Wanda Allison stated that she would write a letter to all unit holders explaining that all need for replacement of these common area windows should be reported to Don Eaton who will then take it to the Board for approval.

Don then took the Board on a tour of the newsly installed emergency lighting in the north stairwell.

There being no further business, the meeting adjourned.

Respectfully submitted,

Virginia C. Ellis
Secretary

ANNUAL MEETING OF WESTCLIFF ASSOCIATES

April 19, 1984

The eleventh Annual Meeting of Westcliff Associates was held at the Spokane Club in the Library Room. The social hour began at 6:30 p.m. and dinner followed at 7:30 p.m.

Following dinner, President Clint Corliss called the meeting to order. He announced the last call for proxies, there being none, he reported that a quorum existed with 29 votes in attendance plus 11 proxies or 40 votes of a possible 49.

The minutes of the last Annual meeting were read and approved as read.

New unitholders Arma and Dale Conboy were introduced and welcomed.

The President thanked Lucy Young for the beautiful centerpiece and Virginia Elias for the dinner arrangements.

Reports of the Standing Committees followed:

Don Eaton, House Committee, reported that things had been running smoothly; that two new outside lights would be placed on the northeast and southeast corners of the building.

Betty Corliss reported for the Garden Committee stating that the \$1400 budget for the grounds did not cover the additional cost of fertilizer and weed spraying taken care of by Senske's but that contributions of \$386 had been made to the Committee ^{and} added to the \$1400 covered the year's expenses. The Committee has requested an increase in the budget to \$2000 or a total of \$386 per unitholder.

Lucy Young, Hospitality Chairman, reported that Westcliffites had been very healthy this year and that only 15 cards had been sent.

Joe McFarland, Treasurer, reported that the 1983 books had been audited by the committee chaired by Ed Conyon and everything found in order. He then reviewed the 1983 and 1984 budgets. It was moved, seconded, and carried that the 1984 budget be accepted as presented.

Elizabeth Eaton, Chairman of the Nominating Committee presented the following names for election to the Board of Directors, Bud Swanson, John Quinlan, Bea Edwards, Ruby Davis court, and Dale Wainwright. Clint called for nominations from the floor. There being none it was moved, seconded, and carried that a unanimous ballot be cast for those nominated by the Committee. Accomplished.

The President then asked for old and new business. There being none it was moved, seconded, and carried that the 11th Annual Meeting adjourn.

Respectfully submitted

Virginia Elias
Secretary

May 30, 1984

A meeting of the board of directors of Westcliff Associates was held May 30th, 1984 at 4:30 p.m. in the lounge.

The following members were elected to office; President, Bud Swanson; Vice president Dale Wainwright; Secretary, Bea Edwards; and Treasurer, Joe McFarland. Joe stated that he would stay on as treasurer until we could get a replacement.

There was a short discussion concerning the possibility of having an assistant secretary and treasurer.

A suggestion was made regarding the possibility of getting a tax free bond for the maintenance fund.

There is some concern that the flood lights which were installed on the North West corner of the building should have been placed on the north east corner. This will be checked into.

The complaint of noise from the Kaflin Apartment has been resolved by Clint Corliss who talked Mary Ann and Ladd.

A motion was made to ^{have} two signatures on all documents and that they should be either the president, vice president or the secretary. (re; money matters).

There was a short discussion re: the need for approval of the buyers of Wanda Allison's apartment and a financial report. Also discussed was the increase in the assessed value of Larri's apartment and the decrease in the land assessment and whether something should be done about it. It was decided that we should forget it.

There being no further business the meeting was adjourned.

Respectfully submitted,

Bea Edwards
Secretary

July 11, 1984

A meeting of the board of directors of Westcliff Associates was held July 11, 1984 at 4:30 p.m. in the lounge. All members were present.

A suggestion was made that we contact Spokane Transit to see if they would consider putting us on their route now that we have a new road and because they have discontinued service on Desca. Bud Swanson said he would contact them.

We discussed buying a new vacuum cleaner for Larri and since the money for one had already been included in the budget for \$600.00, one will be ordered.

Richard Kirishian of Kirishian's Rug and cleaning Service, spoke to us and gave a demonstration on rug cleaning. He would like to maintain our carpets on a regular basis at a cost of \$60.00 per month rather than doing an extensive cleaning and extraction job every year or two as it has been done in the past at a cost of over \$1000.00.

This was discussed at length and decided that since we are already over budget we should wait and see how the new vacuum works.

There are three more stationary windows which need to be fixed, the Conboy's, Lee Clark, and Turner's.

Lucy Young has asked to be relieved of her duties as hospitality person, also Joe McFarland submitted his resignation to the Board to be effective Aug. 31st. He has graciously offered to help the new replacement. Doris Winslett was mentioned as his replacement and Ruth Baird to replace Lucy. They will be contacted.

Alice Friend complained of water getting in her Apartment apparently from the leak in Womack's unit.

Ruby stated that the halls need to be paintd as the soot on them is bad.

The meeting was adjourned at 5:30 p.m.

Respectfully submitted,

Secretary,

Bea Edwards

MINUTES OF THE WESTCLIFF BOARD OF DIRECTORS
September 24th, 1984

A meeting of the Board of Directors of Westcliff Associates was held on September 24th, 1984. President Bud Swanson, Presiding. Also Present were Dale Wainwright, Ruby Davis Court, John Quinlan, Joe McFarland, Don Eaton and Lari Weitz.

The Primary Purpose of the meeting was to discuss the August 31st burglary of the Kafflen Apartment in which several Pieces of valuable Jewelry were taken. The board recommended dead bolt locks and suggested residents should be alert regarding the security doors and the Garage doors.

Lari brought up the Problem of the 100 watt bulbs. John suggested we use the wattage recommended by the fixture. Lari also mentioned again that the carpet needs cleaning. Bud suggested we contact Servco Company and get an appraisal to compare with Kirishian. John moved that Kirishian clean the carpets now and hold off on a decision on the maintenance Program until later.
Motion carried.

Bud brought up the Problem of the emergency lights in the North stairway. Don said he will work on it.

The board approved the Groves children as heirs of Howard's apartment.

A suggestion was made that all keys including Master keys be turned in and the numbers be recorded. Don said he will change the lock in the door in the rec. room

The Problem of Virginia Womack's outdoor light was discussed and Don said he will call Intermountain and have them come and change it to the standard Pole light to duplicate the front lights.

Joe will assist the new treasurer, Doris Winslett.

John moved that Doris' maintenance fee be waived up to \$150.00 Per quarter. Motion carried.

The meeting was adjourned.

Respectfully submitted,

Bea Edwards
Bea Edwards
Secretary

MINUTES OF THE WESTCLIFF BOARD OF DIRECTORS
November 12th, 1984

A meeting of the Board of Directors of Westcliff Associates was held on November 24th, 1984, President Bud Swanson, Presiding. Also Present were Dale Wainwright, Ruby DavisCourt, John Quinlan, Joe McFarland, and Doris Minslett.

Bud called the meeting to order. He asked for approval of the September 24th minutes and asked to have them typed.

Harold Franz has requested a fire drill. Bud said he will follow through by calling the Fire Department.

Bud would like a roster made up of names of owners in alphabetical order and issued to the owners.

Virginia Momacks' outdoor light problem was again discussed and it was decided that it MUST be installed! Bud said he would see to it.

Also discussed was the property losses in the building. Among them was a wallet taken from the Coffin apartment. Several suggestions were made for securing the building, such as dial openers, cards and so forth. Joe suggested we have the lock changed in the rec. room and only the manager and treasurer have a key. Bud and Dale will talk to Spokane Safe & Lock re: methods. Bud suggested a precautionary letter alerting members to check garage doors.

Joe discussed the budget and financial statement and Lari's salary. He suggested an increase commensurate with the cost of living which is 3.5%. Dale moved to increase her salary by 3.5% for one year and it was seconded by Ruby. Joe's tentative figure for the 1985 budget is \$73,879.00. Dale moved to keep the total increase to 7.5%. Bud appointed a committee including Dale, Ruby, Joe and Doris to study the new budget proposal.

There being no further business the meeting was adjourned.

Respectfully submitted

Bea Edwards

Bea Edwards
Secretary

February 26, 1985

A special meeting of the Board or Directors of Westcliff South was held at 7:30 P.M. February 26th, 1985, with Vice President Dale Wainwright presiding as President Bud Swanson is in the hospital. Other members present were Secretary Bea Edwards, Ruby Davis court, John Quinlan, Joe McFarland and Don Eaton. Howard and Lorraine McNew also came.

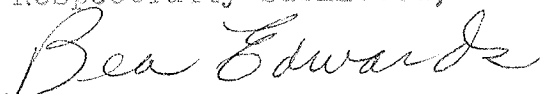
The purpose of the meeting was to discuss the annual business meeting and to select a nominating committee. It was decided that the meeting would be at the Spokane Club on Thursday April 18th, and the nominating committee will be Don Eaton Chairman, Virginia Ellias, Clint Corliss, Howard McNew and Ruth Sackmann.

The subject of building security was discussed at length. Dale suggested we replace the present "key" system with a digital system which would cost \$378.85. Also, Don brought up the subject of the need to replace the garage doors with a transmitter with two receivers and a timer at a total cost of \$3221.00. It was moved by John and seconded by Ruby to install the new system on all the doors. Motion carried. Ruby suggested we have a special fund for future large expenses. Joe suggested sending out a Questionnaire to all unit holders. After some discussion it was decided to take it up at the annual meeting and let the people decide.

There was a short discussion regarding Virginia Womach's light. Don stated that he had ordered the standard and it will be installed when weather permits.

The meeting was adjourned at 9:00 P.M.

Respectfully Submitted,



Secretary

April 23rd 1985

A meeting of the westcliff south board was held at 4:30 p.m. in the lounge to elect new officers for the ensuing year. Members present were Bud Swanson, Dale Wainwright, Dale Conboy, Ruby Davis court, and Bea Edwards. Helen Rymond is in the hospital. Officers elected were Dale Wainwright, president; Dale Conboy, Vice President; And Bea Edwards, Secretary. Doris will continue to be Treasurer. Dale W. feels we should have a budget committee to work with the treasurer, He suggested Bud for chairman and to have two other people work with him. Bud agreed to do it. Dale also wants a review made of the By-Laws and appropriate changes made. Ruby agreed to be chairman and will select two helpers. This is to be completed by the next annual meeting. Dale C. will be chairman of a committee to investigate insurance companies to see if we can get a better deal.

Ruby will continue on the courtesy committee. Dale W. suggested she have a courtesy basket for every new tenant with a copy of the by-laws and other things of interest in it.

Ruby suggested we have a fire extinguisher in every unit. This was discussed but no conclusion was reached.

The next meeting will be Tuesday June 4th at 4:30 p.m.

The meeting adjourned at 5:45 p.m. as there was no other business.

Respectfully Submitted,

Bea Edwards
Secretary

6/24/1985

Condo Communique

1. One of the many enjoyable aspects of westcliff living is privacy. Respect for privacy can create problems in communications. This letter is an attempt to overcome some of our communication problems. A frequent check of the bulletin board will also assist in keeping you informed.

2. Two recent events dramatize the need for better communication.

A. The three hour power outage. Remember all electrically operated equipment is not available for normal use; the elevator, the entrance doors, all air handling equipment, and perhaps most dangerous the lack of light in the windowless areas. Our emergency lights in the halls and north stairway can only be expected to last 20 to 30 minutes. The reflective tape in the stairways certainly helps, but is not a substitute for light.

Your best course of action is to remain calm, do not move around the building unless necessary, and have your own operable flashlight handy. Should you arrive home and the building is dark with no activity, proceed to a telephone and report the outage to W.W.p. you may be the first to know. If you must get in the building, call Lari or an apartment neighbor. All doors may be manually operated if necessary.

B. The continuous fire alarm signal. Although it achieved its desired objective, gained everyone's attention, response was varied. All alarms thus far have been false, however, we must assume a major building fire is imminent until proven otherwise.

When the alarm sounds, building evacuation is the prime concern.

All apartment occupants ~~exit~~ the building via the stairways and meet in front under the parapet. Then, if able, call 911 and report the fire alarm has gone off. Account for all building residents and scan all building balconies for someone that may require assistance.

Remember; don't use the elevator (it may fail between floors) feel all doors before opening, if hot, the fire is on the other side. Avoid the fire and smoke areas, smoke inhalation is responsible for more fatalities than fire. Should you need assistance attract someones attention from your balcony.

A key to terminate the alarm signal is located in each floor fire hose storage cabinet and the recreation storage room. Our building is very safe but no system is infallible. Knowledge and preparation are your best allies in an emergency.

3. A hearty thanks to all gardeners for their work, The grounds are beautiful and a point of pride for all unit residents.
4. Thanks to the pet owners who escort their animals well away from the building before allowing them to relieve themselves. Even non-pet owners enjoy dogs but evidence of animal waste at the front entrance is embarrassing to all of us.
5. Building security remains a prime concern but appears to be improving. The garage door timer closing devices have not yet arrived. When installed the garage doors will automatically close 30 to 60 seconds after opening. When the automatic closers are installed please wait to open the door until your car enters the garage driveway and do not linger in the doorway. You will be notified and signs posted when the closers are installed.

6. Anticipate a new combination on the main entrance door 1 July 85. Specific notification will be provided. Should you have trouble with the new number call Lari, Don Eaton or a Board member. Remember it takes 30 seconds for the system to clear itself of an erroneous number.

7. Our building manager Lari Weitz is a wonderfully kind and cooperative person. Please do not take advantage of her kindness by asking her to do things that are unit owners responsibilities. Her primary duties are the cleaning, repair, and maintenance of the over-all facility.

8. The next Board of Directors meeting is scheduled for 4:30 p.m. 17 September 85.

Dale Wainwright

President: Board of Directors

September 17, 1985

Westcliff South Board Meeting was held September 17, 1985 with president Dale Wainwright presiding. All members were present. Tex Turner was a visitor.

Dale W. brought up the subject of security and people being let into the building. He also mentioned the possibility of having fire drills. He spoke to the fire department regarding this.

New Business

Dale W. would like to schedule a potluck dinner.

Helen Rymond wants a specific day scheduled for the Board meeting.

Dale W. read a letter from manager Larri Weitz requesting payment for carpeting she had installed in her apartment and ~~and~~ for washer repair. It was decided that the Board would pay for the washer repair but not for the carpeting.

Helen R. wants new carpeting for the 6th floor halls.

Garden committee

Ruby D. reported they want to cut down some trees. She also suggested we have someone make an evaluation on large equipment to determine how long it will last.

Dale C. wants soft water service more than once a month. He wants old worn out tanks removed and install new stainless steel ones. He will check on it and the insurance coverage.

Potluck will be Tuesday October 8th. with cocktails at 5:30 and dinner at 7:00 P.M. There will be a speaker on fire prevention.

The meeting was adjourned. The next meeting will be November 21, 1985 at 4:00 P.M.

Respectfully Submitted,

Bea Edwards
Secretary, Bea Edwards

11/21/1985

Westcliff Board opened its meeting by president Dale Wainwright. Present at the meeting were Dale W. Dale C. Helen, Don Eaton, Doris W., and Bea Edwards.

Committee Reports

House: Don Eaton Wants an opinion on hall Carpeting. Do one hall at a time over a period of one year? The cost per floor would be \$2,700.00 per floor, 84 yards per floor. Also painting the halls for approximately \$1296.00 to \$2433.00 . We would try to stay within the regular assment.

Helen suggested we have a new chair for the lounge,perhaps in artificial leather so that it can be cleaned.

Culligan will be getting new stainless steel units. The garage door has a broken spring and the waranty has run out.It needs a heavier spring, a new one has been ordered, and will be here in about 3 weeks.

Dale W. has reviewed the managers job description.

Don Eaton spoke about the trouble with the fire department regarding the inspection of the building,the electrical wiring, and the inspection code. Don had an electrician come and bring it to code. Hallways needed to be cleared of peoples belongings.

Dale W. will get out a new communique.

Dale C. spoke about insurance . The umbrella policy was cancelled.We have only one million now. we decided that would be adequate for now.

Doris W. spoke about C.D,s . She has checked on it and found the one we have is the best at 7% int. WE have \$16,000.00 in the account.plus \$6,000.00 in savings.

The meeting was adjourned at 6:00P.M.

The next meeting will be Dec. 19th.

Respectfully Submitted,

Bea Edwards

Secretary, Bea Edwards

3-12-86

3/12/86

A meeting of the Westcliff South Board was held March 12, 1986 at 5:00 p.m. in the lounge. Present was Dale Wainwright, Helen Rymond, Ruby Davis-court, Dale Conboy, Doris Winslett, Bea Edwards, and Joe McFarland, sitting in for Don Eaton, chairman of the house committee.

We discussed the annual meeting which will be held the 3rd Thursday in April (the 17th) at the Spokane Club. There will be a cocktail hour from 5:30-6:30; dinner 6:30-7:30 and the business meeting at 7:30. A letter will be sent March 17th to each unit holder. Wine will be served with the dinner and filet mignon will be the entree. The cost is \$20.00 including tax.

Also discussed was the bids on painting and redecorating which have been submitted by Ed Luz for \$4600.00; Don Larson \$6,910.00; Vern Tumlin-son \$3,500.00; Custom Paint \$5100.00; and Alex Larr \$8,158.30 (inc. tax).

After much discussion regarding who could do the best and least expensive job, it was moved and seconded that Tumlinson should do it. The money will be taken from the general fund.

The nominating committee have submitted the following names to be considered for Board members for the ensuing year. They are: Helen Rymond; Dale Conboy; Betty Carson; William Bennett; and Loraine McNew.

Much discussion was held regarding new carpeting for the halls on all five floors. Several bids have been submitted including Carpet Corner, Kirishian and Sherwood, with prices ranging from \$20,000.00 to \$30,000.00. Dale W. would like to stay within the \$25,000.00 range. More discussion is needed and will be voted on at the annual meeting. There will be a special assessment for this cost and an estimate on each unit will be given at the meeting.

Hellen reported that people are using the copy machine without paying. It was moved and seconded that the machine be removed.

Doris reported that the treasurers expenses were excessive the past month. meeting adjourned at 6:30 P.M. Signed secretary: *Bea Edwards*

4-28-86

The 13th annual dinner meeting of Westcliff South was held April 17th, 1986 at the Spokane Club. The meeting was called to order by president, Dale Weinwright.

Mary Lee Chesnut was asked to explain about the cost of the meal which was \$2.00 compared to \$16.40 last year and several people had complained. The difference was that this year the wine was included in the cost of the meal and last year the wine was paid by Westcliff associates.

A motion was made, seconded, and carried that the minutes of last years meeting not be read.

A letter of resignation from the manager, Larri was read and it was decided that a potluck be held in late June to honor her. This will be planned by Ruth Sackman. It was also suggested that an individual gift be given. President, Dale W. would like the Board to consider a Commercial firm as a replacement for Larri.

Dale W. reported that unit 303 has been sold to Max Tonn. It was also reported that the umbrella part of the condo insurance has been cancelled and we now have only the basic liability of one million dollars. It was moved seconded and carried that we add another one million.

CONDITION AND MAINTENANCE OF THE BUILDING

The new South door is again out of order and the North door is giving us some trouble also.

The fire inspection cost for last year was \$2000.00.

We have asked for bids for new carpeting and for painting the halls. It has been suggested that we get commercial grade carpeting (36 to 40 oz.) cut pile. Estimates for Carpeting is \$20,000.00 and \$5000.00 for painting, at a cost of approximately \$500.00 for a 2 bedroom unit.

REPORT OF OFFICERS

Vice president, Dale Conboy-Will seek advice regarding a new manager and check out new carpeting.

Secretary, Bea Edwards- had nothing to say

Treasurer, Doris Winslett- nothing

President Dale W. reports that we are solvent

COMMITTEE REPORTS

Nominating Committee, Lou Chestnut, Chairman, selected new members for the ensuing year, they are Dale Conboy, Helen Rymond, Lorraine McNew, Betty Carson, and Bill Bennett. It was moved, seconded, and carried that they be elected.

BUDGET COMMITTEE

Bud Swanson gave a report on the budget.

COURTESY COMMITTEE

Dori Swanson Reporting for Ruby D. who was not present, stated that three cards, two memorials, and a Christmas card and gift for Larri were sent.

HOUSE COMMITTEE

Don Eaton Chairman, reported that much time was spent on researching the foyer and hall carpeting. Also, he is planning to seek advice from paint contractors for the halls and ceiling, hopefully within the next week. The sidewalks will soon need to be replaced and the building painted within two years.

GARDEN COMMITTEE

Christine Yerkes reports the crows have ruined the bird bath.

Joe M. feels we should include the large costs in the budget. Jean M. would like to vote on the large special assessments.

UNFINISHED BUSINESS

It was moved, seconded, and carried that we allow \$25,000.00 assessment for carpeting. There were 27 yes votes and 9 proxies.

NEW BUSINESS

Harold Coffin thanked the committee and Board for all the work done, and thanks to Larri for a good job.

The meeting was adjourned at 9:20 P.M.

Respectfully submitted,

Bea Edwards
Bea Edwards, Secretary

Westcliff Board Meeting
5-6-86 4:00 p m

Meeting was called to order by last year's vice-president, Dale Conboy.
First order of business was the selection of officers; they are as follows:
Dale Conboy, 503, President
Bill Bennett, 307 Vice-President
Lorraine McNew, 403 Secretary
Betty Carson, 410 Member
Helen Rymond, 606, Member

It was agreed that the president would contact former committee chairmen to see if they would agree to continue in their roles. They agreed and are as follows:

Committees:

Doris Winslett, 202, Treasurer. 747-6505
Bud Swanson, 506, Budget. 624-1529
Ruby Dayiscourt, 605, Courtesy. 624-0064
Harold Franz, 604, Garden. 624-1090
Don Eaton, 404, House. 455-9127

Dale Wainwright, last year's president, attended the meeting to help Board with transition.

List of officers and committee chairmen will be posted on bulletin board.

Board was informed that the committee working on the selection of carpeting for hallways will submit samples chosen to the Board for approval. Painting is contingent upon that selection.

As of this date, both garage doors are operating.

Much discussion was held regarding a replacement for our manager. Dale Wainwright, in cooperation with last year's board members, submitted a job description to help guide in the selection. It was decided that a Screening Committee, including at least one board member, be asked to serve in the selection of a manager. Applicants' names and information about them will be submitted to the Board for discussion and/or approval.

Screening Committee:

Bud Swanson and Dale Wainwright, Co-Chairman
Don Baird
Helen Rymond
Don Eaton
Dale Conboy

It is hoped that all unit holders will help in making recommendations for that position.

Doris Winslett, Treasurer, attended meeting, submitting the financial report through March 31, 1986. We are solvent!

Meeting adjourned by President at 5:30pm


Lorraine McNew, Secretary

*copies given to board members.
Lme*

The following information was obtained from a review of the files of the [redacted] and is being provided to you for your information.

- [redacted]
- [redacted]
- [redacted]
- [redacted]
- [redacted]
- [redacted]

It was agreed that the [redacted] would be provided to you in the form of a [redacted] and would be subject to the following conditions:

- [redacted]
- [redacted]
- [redacted]
- [redacted]
- [redacted]
- [redacted]

The [redacted] will be provided to you in the form of a [redacted] and will be subject to the following conditions:

[redacted]

It was further agreed that the [redacted] would be provided to you in the form of a [redacted] and would be subject to the following conditions:

[redacted]

The [redacted] was provided to you in the form of a [redacted] and is being provided to you for your information. It was further agreed that the [redacted] would be provided to you in the form of a [redacted] and would be subject to the following conditions:

- [redacted]
- [redacted]
- [redacted]
- [redacted]
- [redacted]
- [redacted]

It was further agreed that the [redacted] would be provided to you in the form of a [redacted] and would be subject to the following conditions:

[redacted]

[redacted]

[redacted]

2
May 15, 1986

The meeting was called to order by President, Dale Conboy; all members were present.

Purpose of meeting: Approve carpeting for the hallways from samples submitted by the carpet selection committee Helen Rymond, Virginia Elias and Elizabeth Eaton, directed by Don Eaton.

Don Eaton attended the meeting bringing estimates submitted by suppliers. After much discussion and looking at the samples in the light on 4th. floor, a motion was made, seconded and approved to accept the estimate of Kirishian's to install "Preview and Mosaic" Wonda Weave Carpeting. Estimate of \$13,656 plus tax includes pad and installation.

Don Eaton reported that the contract for painting the hallway walls and ceilings had been awarded for \$3500. The painter will coordinate the color with the carpeting. He also reported that he had an estimate of \$685. for side walk replacement and some curbing repair. The sidewalk will be brushed cement.

The members of the Board expressed since appreciation to the carpeting committee for the many hours they had spent in the selection process.

Meeting declared adjourned by the President at 5:50.

Lorraine McNew,
Secretary

Copies given to Board Members
JMC

Westcliff Board Meeting
5-31-86 9:00 a m

Meeting called to order by President, Dale Conboy. All Board Members present.
Specific purpose: to discuss manager's replacement.

Dale Wainwright presented the results of Screening Committee's work. He reported that they had received twenty applications for the manager's position; Dale Conboy had placed an advertisement in the daily papers and said that the number of applicants went beyond that. All were written applications; mostly from people with experience. All were read and evaluated. Four (man and wife) applicants were acceptable; one withdrew. Three were called for interviews and were shown the building, grounds and apartment which they would occupy.

The committee members recommended that John and Betty Binion of Quincy, Wa. be offered the position. They currently are managing an RV PARK at Trains Inn, Quincy, Wa. According to them that position will soon come to an end.. They have had excellent work history; they are outgoing and would appear to have all the qualities necessary for managing our Condominium. They were very interested in the position, the building, liked the apartment and did not seem to be overwhelmed by the job. They did not object to the salary offered: \$8000. per year with a week's vacation for the first year, rent-free apartment with utilities paid, plus telephone except for long distance calls.

The Board accepted the committee's recommendation and approved offering the position to John and Betty Binion.

A statement from Mr. Sherwood, Interior Decorator, was presented. He requested that he be paid \$25.00 per hour for 16½ hours which he claimed were spent getting estimates and rug samples for the hallway carpeting. (It is not usual for people who give estimates on jobs be paid) Since his were not chosen it was moved, seconded and approved that his request be ignored.

Some unit holders who have give Larri keys to their apartment have asked that they be returned. Bill Bennett was asked to complete a statement about the problems of entering an apartment in an emergency. Even a Master Key does not open some apartments.

Also to be included in the notice, will be a recommendation regarding requests that a small bench or chair could be located on either wall between elevator and large window--to allow people to sit and enjoy the view to the West. It is to be understood that no large plants chairs, etc. be placed in front of the window so that people can see out and that it is possible to pull the draperies.

President Conboy reported that he had called an Insurance Company regarding the additional million dollars liability coverage requested by the membership at the Annual Dinner Meeting. A report will be forthcoming soon.

Meeting declared adjourned by President at 10:10 am

Lorraine McNew
Secretary

Copies:
Dale Conboy
Bill Bennett
Helen Rymond
Betty Carson

Board Meeting
7-7-86 3:30 pm
Lounge

Meeting was called to order by President Dale Conboy; all members in attendance except Betty Carson. Minutes of 5-31-86 were approved without additions or corrections.

Larri turned over all apt. keys to Dale Conboy. For the time being it was agreed that he will keep them. When he is out of town, they will be left with a house member or a board member.

The painting on ceiling and walls of the 6th. floor has been completed. Carpeting has arrived in Spokane; it will be installed early in August.

In accordance with the wishes of the unit holders, the one-million-dollar liability umbrella insurance will be purchased. The premium will be \$1275.00 per year. It will be carried with Jardine Insurance Brokers Inc, Farmin, Rothrock and Parrott Division. Agent, Geo. Dodds 1010 N. Normandie, Tel. 326-7040. Insurance will cover through our current insured year.

President Conboy was fortunate to be able to change Westcliff's telephone from Larri Weitz to Westcliff in time for the new directory; it will be changed to managers' name with the next listing.

Ruth Sackmann's request to install an outside awning was approved. (Reference, Item 10 Westcliff House Rules, Apr. 1982) All awnings should be rolled up when not in use.

The secretary will ask all residents to complete a brief form detailing the newspaper service subscribed to--this will assist managers and carriers with distribution.

The Board will host a welcome party, July 16th. from 4:00 to 6:00 in the afternoon, for our new managers, Betty and John Binion, in the Lounge.

Meeting adjourned at 4:25.

Lorraine McNew

Lorraine McNew, Secretary

- ✓ Conboy
- ✓ Carson
- ✓ Raymond
- ✓ Bennett

A board member reported that Betty Binion had informed her that during the elevator's outage on Tuesday, August 19th, there was abusive criticism not becoming to the residents of Westcliff directed at the repairmen; the secretary was authorized to write a letter of apology to the Otis Company.

Notice of upcoming Board Meetings should be posted on the Bulletin Board if possible.

Notices of elevator outage should be placed on the Bulletin Board and on the area near doors of each floor; managers will be asked to see that this is done.

Residents should be reminded to wrap, tie or tape all garbage which they put down the chute and that under no circumstances should they drop glass bottles down the chute; they should be carried to a dumpster-reason for this-they break and shatter in and around the dumpster. Typed notices will be posted on the chute on each floor.

An inventory of keys contained in the envelopes was made by the Secretary; copies will be made for the President and Managers. Keys were turned over to the managers on 8-7-86 with their assurance that they will be kept in the locked room in the recreation room.

Meeting declared adjourned at 5:10 p m.


Secretary

Copies:

Dale Conboy
Bill Bennett
Helen Rymond
Betty Carson

Additions:

Inquiries:

1. May we have matching new carpeting in the elevator? According to the rug installers, there is a large piece of patterned carpet.
2. The storeroom (where paint and extra carpeting are stored) needs to be re-arranged to make it more useable. There are several unidentified items (example, large cornice) in the room. This suggestion will be given to the House Committee.



6

Westcliff Board Meeting
8-7-86 9:00 a m

Meeting called to order by President Dale Conboy; all board members present.

Motion was made and passed to give the managers responsibility for the unit keys; they are to be kept in the locked closet in recreation room. Don Baird, Doris Winslett and the managers have keys to the room.

Authorization was given Helen Rymond, Chairman of committee for choosing draperies for hallway windows, to have lined draperies made and installed. She brought samples the committee had considered and the Board agreed with their choice. They will be made and installed by Artistic Draperies, E. 1425 Francis, Spokane, WA 99207, for \$1223.00 plus tax, \$95.40, for a total of \$1318.40.

Meeting adjourned.

Westcliff Board Meeting
8-21-86 4:00 p m

Meeting called to order by President Dale Conboy; all Board Members present except Betty Carson.

Statement was presented for payment to Kirishian's for installation of hallway carpeting. It was the same as their estimate plus \$30.00 added for metal edging not included in the estimate. The edging was used at elevator entrances. Payment of \$12,753.51 less deposit of \$2000.00 made at the time the order was made. Everyone agreed that the carpet appears to be very satisfactorily installed and in general, the residents like it. President will authorize the Treasurer to make payment. Discussion was held regarding the making of small rugs to be made for door entries; the President will contact Kirishian for the price of edging left-over carpeting to be used.

Discussion was held regarding the Duties of Resident Managers. Copies outlining those duties had been distributed to members of the Board prior to this meeting. Some changes were made; it will be typed, copied and distributed to all unit-holders and managers. We were reminded that the performance of the managers will be reviewed at the end of six months; if satisfactory, they were promised a \$1000.00/year raise. All reports thus far indicate that they are doing a fine job; residents have expressed great satisfaction with them. Tex Turner appeared briefly at the meeting and suggested that the Association consider having hot tar poured into cracks in the driveway before another winter descends upon us. He also recommended that the complete driveway needs re-coating.

Since our Treasurer needs co-signers on some documents, the Board approved the signatures of President Dale Conboy; Vice-President Bill Bennett, if the President is not available, and Joe McFarland.

Meeting was called to order by the President. Minutes of meeting held on 8-21-86 were read. Corrections were made for the fourth paragraph to read.....the Board approved the signatures of the President, Vice-President and if the President is not available, Joe McFarland. Remainder of the minutes were approved.

Old Business:

1. The President called Kirishian's regarding the binding of rugs for doorways which unit-holders had requested. The price would be \$18.00 each; they would be made from the remnants of hallway carpeting. Another check will be made to learn if using that kind of hard-backed carpeting damages the carpeting underneath. At that time a notice will be circulated to the residents for them to make a choice.
2. Don Eaton attended the meeting to report that he had secured an estimate for filling cracks, pavement repair and striping the black-top on the driveway and parking areas. The total estimate was for \$2400.00 plus tax. As it is late in the season, the cracks will be filled now and the remainder of the work will be completed in the Spring. Motion was approved to have the work done by Asphalt Protective Products Co., N. 3430 Cook, Spokane.
3. The President reported that the bill for the insurance coverage had been received. Coverage will be from November to November for a total of \$3739. (See minutes 7-7-86.)

New Business:

1. The President reported that he had had a call regarding a contract for the cleaning of carpeting in hallways, entry and two recreation rooms on a year-around basis. More discussion will be held before a decision is made upon this suggestion.
2. Inquiry was made regarding the unused patterned carpeting left from the installation. It is part of the carpeting paid for and is available for our use. A motion was made and approved to install part of it in the elevator.
3. Much thought and pricing have gone into the possibility of buying a snow-blower to be used instead of contracting for snow removal. After considering potential problems, it was decided that we would continue with the present method of having snow removed. Don Eaton will get the contract estimate from Landsite Development, 4408 E. Fredrick.
4. Motion was made and passed authorizing the Treasurer to transfer funds from Columbia Daily Bank of Portland, Oregon, to a Spokane bank; this will be much more convenient.
5. Don Eaton reminded us that there will be plans made for sealing the outside of the building and for painting the metal covering the edges next summer.
6. Crystal pendants are again disappearing from the beautiful light fixture opposite the elevator in the Lobby. Recently Bobbie Densow and her daughter secured replacement for those taken; they are very difficult to find. To help prevent losses of this nature in the future, it was suggested that each of us accompany guests, workmen and others to the front door whenever possible. If guests are leaving late at night, remind them to be reasonably quiet when leaving the parking area near the apartments on the Northwest side of the building. Residents are often disturbed by loud talking and noise around the parked cars.
7. Our Treasurer was asked to post a reminder at the beginning of each quarter that the Maintenance Fees are due.
8. Residents are not receiving a picture on Channel 10 from the Entry. The President will call a service man to adjust the camera.

Meeting adjourned at 5:15 p m.

Lorraine McNew
Lorraine McNew, Secretary

Dale Conboy
Bill Bennett
Helen Rymond
Betty Carson

The meeting was called to order by the President. All Board members were present.

Old Business:

Correction was made to the minutes held on 8-21-86; the fourth paragraph should read.....the Board approved the signatures of the President, Vice-President, Secretary and if any two are not available when the Treasurer needs co-signers on documents, Joe McFarland will be the alternate.

The repairs on the parking lot and driveway will not be completed as planned; the weather does not permit them.

The President reported that 21 residents to-date had ordered entry carpets; they will be ordered as previously reported.

Don Eaton attended the meeting to give further information regarding carpet care. His source stated that carpet-cleaning can be carried to the extreme; dry-suds (Apollo-Suds) method is preferable to steam cleaning; Scotch Guard (or similar coating) wears off in heavily traveled areas leaving an appearance different from the less used areas. Don will look into this further.

New Business:

A salary increment of \$1000.00 per year was a provision in the employment of our managers at the time they were hired if their work was satisfactory. They will have been here six months as of January 1st. 1987. All reports of their work were good and a motion was made, seconded and passed unanimously to carry through with that agreement. The President will inform them verbally. A letter of confirmation was written on 12-10-86.

A letter from Joan and Ed Kimball requesting approval of the sale of their unit, 402, to Mr. and Mrs. N.K. Hancock was presented. Approval was given; letter signed and returned to them; copy on record. Moving date-Dec.19, 1986.

Discussion was held relating to sale of units. Some residents apparently do not know that they must follow the "Rules of Declaration" when a sale or lease is contemplated. It was decided that the Secretary would have two copies each of the "Rules of Declaration" and the "By-Laws" to have available for those who may not have them. A letter of indormation will be distributed to all unit holders as soon as the copies are available. They will be kept in a loose-leaf notebook by the Secretary for reading or copying.

The Treasurer reported a balance of \$22,182.55 in a Money Market Account and \$7,524.35 in the checking account.

Doris Swanson will be asked to handle collection for Managers' Christmas gift.

Our Christmas Decorating Party will be held on Dec. 10th. 9:00 a m until completed. The managers and Lucy Young will need help. All are invited to help, bring and exchange cookies and have coffee.

Our Annual New Years Eve party was discussed; Erma Conboy graciously volunteered to act as chairman of a committee including Mary Lee Chesnut, Donna Wainwright, and Harriet Clarke.

A Board Meeting will be held in the near future to approve the budget.

Meeting adjourned at 5:00 p m.

Lorraine McNew
Lorraine McNew, Secretary

Copies:
Dale Conboy
Betty Carson
Helen Raymond
Bill Bennett

The meeting was called to order by President Dale Conboy; all members were present except Betty Carson, who came later.

Old Business:

1. Correction to the minutes of 12-4-86....co-signers should be President, Vice President, Secretary and Treasurer. Delete the name of Joe McFarland. (Item one under Old Business)

2. Don Eaton attended and introduced Ron Barret whose company will be providing the spraying on the outside of the building in the Spring of 1987. This is the same company which did the work in 1981. He reported that the building will be washed, repaired and sprayed with a compound which is 4% as opposed to 2% used 1981. This should last from 10 to 12 years; he will talk with the manufacturers before submitting a guarantee. He said that the south wall might require a coat within that time period. Tex Turner who attended the meeting, offered the suggestion that a third coat on the south side might be applied at that time; it might be less expensive than at a later date. Mr. Barret will submit the estimate with separate figures for that third coat. The work will take from six to eight weeks; this time the windows will be protected. He thought that he might be able to complete the work for approximately the same amount charged in 1981; the final bid at that time was \$36,285. according to the minutes on 5-1-81. However, the window cleaners charged an extra \$400. for scraping and removing the residue. A final bid for the work in 1987 will be provided.

3. Carpet Cleaning: Don Eaton presented an estimate from Apollo Cleaners for cleaning all the carpets in the building: entry cleaned every month, halls three times per year and Recreation and Lounge once a year. Their recommendation is that steam or water should never be used; a foam-type cleaning process is better. Don would like to get an estimate from Kirishian's, the company which sold and laid the carpet. The Board gave him the authority to choose whichever competitive bid he felt would do the best job; he will proceed with this selection.

New Business:

1. The Budget Committee consisting of Bud Swanson, Joe McFarland, Tex Turner, Clint Corliss, Dale Conboy and Don Eaton prepared the budget for 1987. They were able to provide a budget which comes within our income! They were told that we appreciated the fine job; motion was made, seconded and passed to accept the budget.

2. The washing machine in the managers' apartment is out of order; Betty Binion secured an estimate from Sunset Appliance Repair; he reported that it needed a new bearing which would cost approximately \$200. (if no other repairs were needed) It would require taking it to his shop. The consensus of opinion was a new one should be purchased; the Board approved the motion that appliances should be provided in the Managers' apartment. The President and Don Eaton will arrange for the purchase of a new one.

3. Bills were presented and approved for payment and presented to Doris Winslett, Treasurer, who attended the meeting: Service call for \$27.49 to Sunset Appliance which was paid by the manager; Snappy Plumbing for repairing hot water tank leak in Managers' apartment; \$40.00 plus to Bert Hanson, Drapery Service for work done on Dec. 10, 1986 adjusting hall draperies and replacing one new drapery rod cord.

3. The managers will be painting in the Recreation Room, Lounge and Entry within the next two month.

4. Doris Winslett asked that a letter requesting payment of maintenance fees be sent to Carolyn Lanning who owns 209; 4th. quarter of 1986 and 1st. quarter of 1987 are due Letter sent 1-9-87.

5. The managers will be asked to complete an inventory of soap, rug cleaner and other supplies accumulated in the storeroom and to post it with the price of each for unit holders to purchase if wanted.

Suggestions:

1. Repair or replace the noisy heater in the Recreation Room.
2. Install an attractive swag lamp in the Lounge over the table where food is displayed or cards are played. It should be compatible with the one hanging over the bar.
3. Ask painter to supply the managers with some of the brown paint used on the heaters and doors so that re-touching can be kept up.

Note:

Our New Years Eve party was a fine success; Erma Conboy and her committee did a lovely job. Thirty-one attended the dinner; others dropped in during the evening. All residents and visitors enjoyed the building decorations; Lucy Young was the Chairman, but many lent a hand. Our managers sorted, packed and stored all materials and years to come should be easier!

President Dale Conboy bade us Aloha; they will leave for Hawaiki on Jan. 13th. and return March 3rd. for a well-earned vacation

**

Meeting adjourned 5:30 p m

Dale Conboy
Bill Bennett
Helen Rymond
Betty Carson
Don Eaton


Lorraine McNew, Secretary, Board

**When K.O. and Vivian Hancock moved into 402, I wrote them a note of welcome and gave them copies:

Residents' Roster
Job Description for Managers
House Rules and Suggestions
Door Key Information
Condo Communique 6-24-85
Entry combination

President Dale Conboy called meeting to order. Board Members Bill Bennett, Lorraine McNew, Betty Carson, Helen Rymond were present. Also attending were Treasurer, Doris Winslett, House Chairman, Don Eaton and Harold Franz, Landscape Chairman.

Old Business:

- 1. Correction to Minutes of 1-23-87: Annual Dinner Meeting will be held in Sunrise Room, not Sunset; menu will also provide fresh asparagus with lemon butter and the Board voted to pay for the dinner wine.
- 2. President Conboy reported that a call to Kirishian's confirmed previously approved installation in the elevator the patterned carpet which remained from hallway carpeting. Installation will be completed in the near future.
- 3. The President presented the estimate obtained by Don Eaton for the completion of the outside cleaning and sealing of the building from Ron Barret. See Board Minutes 1-6-87, #2. The estimate is for \$36,285. (the same as was paid in 1981). A motion was made and passed to recommend to Westcliff residents, at the Annual Meeting, that we go ahead with the sealing of the building using the \$10,000. surplus from 1986, and the balance to be paid from a pro-rated special assessment which may be a little more than the Special Assessment of May 31, 1986.
- 4. President Conboy called Fred's Appliance, N. 2525 Monroe, for the price of a White-Westinghouse washing machine for the Managers' apartment. He quoted \$599.00 plus tax. At the meeting on 1-7-87, the Board approved the purchase. Don Eaton will contact anyone else who may carry these appliances and compare the prices. He was asked to arrange for the purchase and the installation, if necessary.

New Business:

- 1. President Conboy read a request from John Binion asking permission to set forth some suggestions for using Genies and the operation of the garage doors. Approval was given for him to write them; Don Eaton will or will not approve them for distribution to all people living here.
- 2. Helen Rymond presented the estimate for repairing the roof of her car which was damaged upon entry by the south door. Estimate: \$942.75, Devore & Sons. The cost will be less if no glass breaks during the repairs. Bill Bennett will call our Insurance Co. regarding payment for repairs. See letter, April 10, 1987.
- 3. Lorraine McNew asked if the 2-drawer file in the locked room off the Recreation Room could be cleaned out and used by the Board officers and Treasurer for keeping records. Lorraine & Doris Winslett will sort, box and label the contents and store boxes in Paint room.
- 4. Bill Bennett will conduct the Annual Meeting as President Conboy will be out of town.

5. Dale reported that Erma Conboy and Lorraine McNew are looking for a hanging lamp for the Lounge.

6. President Dale Conboy expressed his appreciation for the work and support of the Board during the past year. He pointed out that it has been a busy year with the change in managers, installation of hallway carpeting and draperies, new garage door etc., and more meetings than usual had been called. (This is the 12th.)

7. Members of the Board thanked Dale, also, for his many hours of work during the past year.

8. Upon the mention of the managers, all expressed appreciation for the fine job they are doing. They hear from other residents how well they are keeping our place and how well they are liked. Our building and grounds are very clean and the residents are happy and the managers speak of being happy here.

Meeting adjourned at 5:00 p m

cc:

- Dale Conboy
- Bill Bennett
- Helen Rymond
- Betty Carson

- Don Eaton
- Doris Winslett

Lorraine McNew
Secretary

Annual Meeting of Westcliff Associates
April 23, 1987

The Annual Meeting of Westcliff Associates was held at The Spokane House, April 23, 1987, in the Sunrise Room. Cocktails were available at 6:00 p m at a no-host bar set up for our convenience; dinner was served at 7:00 p m. Price of the dinner was \$15.90 including tax and tip. The Association paid for the dinner wine. The only criticism heard was about the closeness of the air in the room; the air-conditioning had not been turned on, nor had the windows been opened. Thirty-one unit holders attended; in addition, Naomi Clark attended as a guest and proxy of owners of 308, David and Janet Dines of Seattle.

MINUTES

The meeting was called to order by Vice-President, Bill Bennett, in the absence of President, Dale Conboy.

A motion was made and passed to dispense with the reading of the 1986 minutes.

Old Business:

Chairman called for reports from heads of committees.

Courtesy

Lucy Young reported that the Courtesy Chairman had sent cards to ten (10) residents. Also, Lucy suggested that two people be selected to perform this service. Actually Ruby Davis court was the official chairman; in her absence Doris Swanson took over and in her absence Lucy filled in.

Garden

Harold Franz, chairman, reported that all was going well and asked if everyone liked the way the grounds look; a round of applause told him that everyone does.

Treasurer

Doris Winslett announced that we are solvent.

Audit

Our chairman announced that Joe McFarland audited our Treasurer's books and reported that she has done a good job. A report on March 31, 1987, in writing from him attested to that fact. The Chairman expressed our appreciation to Joe for his work.

New Business:

Vice-President Bill Bennett read the recommendation made by The Board on 4-2-87.

Board Members for 1987

Chairman Dale Wainwright of the Nominating Committee presented the following names of people to serve on The Board: Don Baird, Betty Carson, Lou Chesnut, Marjorie Klein and Joe Turner. A motion was made that a ballot be cast approving the nominations; motion carried unanimously.

Dale and his nominating committee of Bill Bennett, Mary Lee Chesnut, Clint Corliss and Marjorie Klein were thanked for their work.

Statements of appreciation

A letter to the Unit-holders from Dale Conboy detailing The Board's work for the past year was read; he thanked the members of the Board for their work. Letter enclosed.

Helen Rymond was thanked for making the arrangements for our dinner and for acting as hostess.

Helen Rymond spoke in appreciation for Don Eaton's years of being such a diligent worker as House Chairman. A loud round of applause showed our appreciation.

As a call for any further business had no response, the meeting was adjourned by Vice-President, Bill Bennett.


Lorraine McNew, Secretary

Westcliff Board meeting, May 14, 1987.
The meeting was called to order by the retiring President,
Dale Conboy.

The following new officers were elected:

Lou Chestnut, President
Betty Carson, Vice-President
Jo Turner, Secretary

Marjorie Klein & Don Baird: Board Members

Doris Winslett: remaining treasurer


Dale Conboy will chair the House Committee. After 11 years
of dedicated service, Don Eaton's letter of resignation
was read to the board.

A washing machine was purchased from the Crescent to replace
the broken one in the manager's unit 407.

Work has started on the resealing of the building.
A notice will be sent by the president and secretary to
each unit holder stating the amount owed, based on the per-
centage of ownership. Total amount with tax, \$39,115.00
\$10,000 having been paid from current funds, leaving \$29,115.00
to be collected as soon as possible.

Meeting was adjourned.

Respectfully submitted,


Jo Turner

President Lou Chestnut called the board meeting to order June 1, 1987, in the lounge.

Present were: Dale Conboy, Betty Carson, Don Baird, Marjorie Klein, Jo Turner and Treasurer, Doris Winslett.

Minutes of the last meeting were read and approved.

Lou announced the appointment of Lillian Lyle as Social Chairman.

Doris reported 13 units still owing their special assessment fees, one week after the notices were distributed.

The second billing from Ron Moffat Const. has been paid. This totals two payments of \$12,500 or \$25,000.

It was suggested Dale discuss a few more details concerning the window cleaning with Ron, who previously assured us satisfaction would be guaranteed before the final payment was to be made.

The Fire Marshall approved our building with a slight modification in the elevator.

It was suggested a better method for the distribution of the emergency keys be considered.

An excess insurance payment claim of \$700. is being investigated concerning Helen Rymond's automobile.

The meeting was adjourned.

Respectfully submitted,



Jo Turner

June 30, 1987

Meeting was called to order by President, Lou Chestnut.

Present were: Don Baird, Dale Conboy, Betty Carson, Jo Turner and committee chairpersons: Lilian Lyle, Ruby Davis court and Harold Franz. Doris Winslett, treasurer, also attended the meeting.

Minutes were read and approved.

It was moved and seconded that we pay \$2589.36 to Asphalt Protective Products for the resurfacing of the driveways.

John & Betty Binnion will be on vacation from July 9 to 19th. Elsie will assume some of the more important daily tasks.

Betty stated that the old faithful Eureka Vacuum was in terminal condition and we needed a replacement. She was given Board permission to investigate other possible makes that would do a better job.

Doris reported a \$6000. balance in our budget.

Dale Conboy requested the secretary type a unit holder notice concerning the satisfaction of the "clean up" window washing before the final check was sent to Ron Moffat.

The board agreed that some type of action be taken on Ms. Lanning's delinquent \$1179.52 payment to the association. 209 has been leased to Robert Herro, who will be moving in on July 18th. Lou said he would follow through, with the board's approval.

Lillian Lyle reported \$29.04 in the party fund and the next scheduled gatherings would be in October and New Years' eve.

Dale will be posting a house committee list and also past condo workpersons names and numbers in case of an emergency.

Master keys for all units are now kept in the locked store room. Storeroom keys are in the possession of Don Baird, Doris Winslett, Dale Conboy and the Binnions.

The labeled key to the fire alarm is in the kitchen cabinet of the lounge.

For those unchanged lock units, master keys are held by Don Eaton, Dale Conboy, Harold Franz, Lou Chestnut and the Binnions.

Meeting was ajourned.

secretary, Jo Turner

September 30, Wednesday, 1987

Pres. Chestnut called the meeting to order. Present were:
Don Baird, Marjory Klein, Dale Conboy, Ruby Davis court, Lillian
Lyle, Harold Franz, Lucy Young, Betty Corliss, Doris Winslett &
Jo Turner.

It was determined that master keys were presently held by Don
Baird, Don Eaton, Dale Conboy, Lou Chestnut & the Binnions.

Dale Conboy submitted a list of small items to be completed
by Ron Moffet, before the Westcliff Board should approve
payment of the bill for the exterior building seal.

The board approved sale of unit #209 to the Herros & #304 to
Dorothy Matthews.

Ruby Davis court feels her 5-month absence doesn't do justice
to her Courtesy Comm. Chairmanship and wishes to resign.
She also suggested a visit to newcomers with a "house Rules"
list & other information.

Lillian submitted Oct. 21 as a possible "potluck" date. Welcome
newcomers and goodbye Snowbirds.

The Garden committee expenditure of \$900. took care of the pruning
for this year. They felt the edging & weeds were out of control.
It was suggested the garage be cleaned monthly to prevent grease
tracks on the carpeting.

Dale will install a "notice board" in the garage to help control
the clutter.

Virginia Womack requested the use of the south garage door after
10 pm. as the constant banging is disruptive to her sleeping.
She also suggested the "Visitors Parking" sign be posted in the
lot away from the building.

Lou handed out the present list of "house Rules" and suggested
thought by each of the members to update.

Dale volunteered to recheck the property across the road as to
other bldg. useage beyond 2 story residences.

The Washington Water Power agreed to install a heavier power
line to our condo in the hope of reducing the re-occurring power
failures.

A new vacuum cleaner was purchased for \$500.

It was mentioned the present policy that we carry insures the building for \$3 million.

Meeting was adjourned.

Respectfully submitted.

Jo Turner

Jo Turner, secretary.

Thursday, December 10, 1987-4 p.m.

President Lou Chestnut called the meeting to order.
Present were: Don Baird, Dale Conboy, Betty Carson, Doris
Winslett, Dorothy Powell and Jo Turner.

Due to the heavy rain 6 units were reported to have water problems: 405 Kafflan, 505 Powell, 608 Klein, 604 Franz, 506 Swanson, 606 Rymond.

The Board felt this was exactly the problem we attempted to avoid by having Ron Moffat seal the bldg. Since we still owe \$4115.23 to Ron, it was decided to defer payment before Mr. Conboy determined who was financially responsible for the damage. He recommended each owner check with their individual Ins. policies, as Westcliff's company only insures the exterior. He also mentioned that Moffat offered to re-do the south exterior wall.

Dorothy Powell will appoint one person from each floor to collect for the Binnion's Christmas bonus (The final total collected was \$415).

It was voted and approved to raise the Binnion's salary in 1988 by 5%, from \$8000. to \$8400. This, of course is in addition to their apartment, utility bills and other benefits that come with the job.

It was decided that cards & flowers should be sent on an individual basis and not left to the Courtesy Chairman.
Cash on hand from the party comm. \$23.77.

Next event will be the New Years' Eve potluck.

President Lou suggested the House Rules should be amended to word rule #5 concerning pets a little stronger. Harold Franz wished to add: Anyone wishing to plant trees or flowers should clear it with the Garden Committee.

Meeting was adjourned.

Respectfully submitted.

Jo Turner

Jo Turner, Secretary

Treasurer, Doris Winslett reported a hardship on the Westcliff balance if the quarterly payment is over 10 days late, and that we were presently solvent.

An attempt will be made by the House Committee to contact the Assessors office to see if the scheduled June re-assessment of property values will bring individual Westcliff units down to a fairer market value comparison for Real Estate taxes.

Dale Conboy, House comm. chairman reported that the current bldg. deterioration problems are being professionally resolved. The new power service has been installed to lessen the possibility of blackouts. Also the garage door was serviced and the operation improved.

Helen Rymond suggested the Binnions good service being expressed personally. Pres. Lou mentioned the Binnions days off had been changed to Saturday and Sunday & the Holidays as they fall, as the Service people working in the bldg. need to be observed and supervised.

We all agreed to recharge our efforts for tighter security.

The board was complimented, along with the committee chair persons for the excellent job they were doing.

Meeting was adjourned.



Respectfully submitted, Josephine Turner, Secretary.

Thursday, March 10, 1988

Pres. Lou Chestnut called the meeting to order.

Present were: Don Baird, Marge Klein, Betty Carson,
Bud Swanson, Dale Conboy, Lillian Lyle, Virginia
~~Elais~~^{ELIAS}, Doris Winslett, Tex Turner and Jo Turner.

Minutes were read and approved.

It was decided that due to a security slip, the front entrance combination should be changed. Dale Conboy said he would take care of this on Saturday, March 12. The new combination will be 2-6-8-5-.

Two outside service people with building access is the WWP meter reader and garbage collectors.

Lou instructed the secretary to inform the unit holders of the combo change as well as re-issuing the House Rules, with no. 5 Pets, and No. 6 Landscaping, revised.

The April General Meeting was discussed. The date will be April 14, Thursday at the Holiday Inn-West.

Nominating comm. will be chaired by Lorraine McNew, consisting ~~of~~^{OF} Joe McFarland, Dorothy Powell, Virginia Womack and Bob Herro.

Bud Swanson reported on the water damage to his apt. and other pending trouble spots. It was determined by Mr. Gobel, that the incorrect product was used by Ron Moffat, making the building seal by his co. inadequate for our needs.

Bud and Dale will ~~investigate~~^{INVESTIGATE} the walls and pumice blocks where the roof connects as well as the leakage over the lounge area.

The Binnions days off were changed to Sat. and Sun. It was felt the Friday was an outside service day and needed to have someone here.

Doris reported \$6400. in checking & \$20,480 in savings.

Voted and approved were the ^{FOLLOWING} ~~following~~ maintenance regulations.

1- a firm written contract between service companies required in order for us to release payment funds.

2-Building Chairman needs board approval for expenditures over \$5000.

Tex Turner felt some of John Binnions time should be spent doing more of the interior ^{repairs necessary} ~~repairs necessary~~ to avoid large more expensive repairs later.
t

Meeting was adjourned,

Jo Turner
Josephine Turner, Secretary.

April 11, Monday.

Pres. Lou Chestnut called the meeting to order.

Present were: Don Baird, Lillian Lyle, Marge Klien, Joe MacFarland, Dale Conboy, Virginia Elias, Lucy Young, Lorraine McNew, Virginia Womack, Betty Carson, Dorothy Powell, Doris Winslett and Jo Turner.

Jo Turner reported as of this date there were 33 paid reservations to the annual dinner meeting being held Thursday, April 14 at the Holiday Inn West.

Lorraine suggested the board members accept the position for at least 2 years, as it requires at least that amount of time to become ~~familiar~~ ^{familiar} with the operation of this or any other condo of this size. ~~Everyone~~ ^{Everyone} agreed.

The comparison budget was passed out (See Exhibit A) for 1988. Joe MacFarland, Dale Conboy, Lou Chestnut and Virginia Elias worked on this.

After our "fire drill" the ~~other~~ ^{other} evening, Dale engaged the Simplex Co. to do an annual check on the alarm system for \$191.20 per year. This was felt necessary to avoid the "false siren" problems.

Voted and approved was the repair and repainting by Mr. Build, of the lounge for \$200.

The Layrite rep. recommended what he thought would be the correct sealer for this bldg. Our insurance policy is being checked to see if any part of the damage is covered.

Mark Shelly requested permission for a barbeque on his balcony. It was voted and passed THAT GAS OR ELECTRIC was acceptable but not charcoal.

It was pointed out that the ^{assessed value is} ~~taxes were~~ out of line with what ~~the~~ the units were now selling for. Geo Britton, who will be reappraising again this July, will be contacted in hopes of an adjusted "fair market value" fee.

Meeting was adjourned.

Jo Turner
Josephine Turner

The ANNUAL WESTCLIFF UNIT HOLDERS DINNER MEETING
was held April 14,88 at the Holiday Inn -West.

Meeting was called to order by President Lou Chestnut
at 7:35 pm. There were 38 present @ \$12.50 per plate
totaling \$475.

Chef Chet Maynard was introduced. He announced that we
would be enjoying his delicious Chicken Cordon Blue ,with
fresh berry cobbler for dessert.

Jo Turner, secretary, read the minutes which were approved
as read.

Christine Yerkes gave the garden comm.report in lieu of
chairman, Harold Franz.The budget committees recommendation
of \$3000.was accepted, voted and approved.for 1988.

Lorraine McNew, chairman of the nominating committee,
consisting of Joe MacFarland,Dorothy Powell,Virginia
Womack and Bob Herro,read the list of proposed board members
for 1988.This was the present board,with the exception of Betty
Carson,who has served her 2 years.

The members who all agreed to serve another term were:
Lou Chestnut,Don Baird,Marge Klein,Jo Turner with Dorothy
Powell replacing Betty Carson.

A vote was taken and approved as nominated.

Dorothy Powell reported on the Courtesy Committee activities
for the preceding year.

Joe MacFarland gave the financial report and passed out
copies of the 88 budget comparison report.His committee
consists of Dale Conboy,Lou Chestnut and Virginia Elias.

May 17, 88

Lou Chestnut called the meeting to order.

Present were: Don Baird, Marge Klein, Dorothy Powell
& Jo Turner.

The officers for 1988 will continue as is. With
the exception of Betty Carson, who will be replaced
by Dorothy Powell.

Approved was the sale of # 303 to Doris & Calum Boice,
P.O. Box 9345, Moscow, Ida. for \$70,500. (208) 882-2690
by Betty Smadgrass (Boardwalk Realty)

also # 409 to Helma & Jerzy ^{SLOBODA} Slobodow for \$59,500.

John Simon who is now 65 will be taken off
Medical Service and go on Medicare. This
saves the condo \$53 per month or \$636 per year.

Meeting adjourned.

Jo Turner

Nov. 11, 88

Loe Chesnut called the meeting to order. Present were: Dale Conboy, Marge Klein, Byron Swanson, Betty Carliss, Don Baird, Dorothy Powell, Doris Winslett & Jo Turner.

Loe announced since the Condo Insurance was expiring, the board would have to reach a decision.

Dale stated that after comparing companies, coverage & price, his recommendation would be "State Farm" for \$2347. per year.

This would be a savings of \$2256. over Fireman Fund at \$4600.

Byron Swanson passed out literature for State Farm from his daughter, Jan Praxeo, who would be our agent.

It was voted & passed that we purchase State Farm for 1989.

It was suggested we write a letter to each unit holder advising them (once again) of their responsibility as far as insurance coverage.

It was also suggested that since so many workman & maintenance people were in and out of here this summer that perhaps it would be timely to change the entrance "Combination" again.

Meeting was adjourned!

Jo Turner, Secretary.

December 9, 1988

Lou Chesnut called the meeting to order.

Present were: Don Baird, Dale Conboy, Margery Klien, Doris Winslett, Dorothy Powell and Jo Turner.
Lillian Lyle.

Dale announced a price adjustment in the Condo insurance. Instead of \$2344. as previously quoted, Jan Praxeo, our representative from State Farm, refigured it to be \$2679. The increase was voted and passed.

Lou asked Lillian to submit a budget for her social committee. The New Years' Eve party will be the next event.

Don Baird was appointed assistant treasurer, with authority to sign checks in the absence of Doris. Dorothy Powell will take over the secretary's duties if needed and also to collect for the Binnions Xmas check.

Dale recommended a \$500. raise for the managers. This was voted and passed.

Lou suggested rounding off the quarterly assessments up to the nearest dollar, giving us \$26. more per quarter in our treasury. The secretary will type a notice to all the unit holders concerning this matter as well as a entry code change. This will commence Jan. 3, 89 at 8 am. Dale announced 2-9-7-4 as the new number.

Meeting was adjourned.

Jo Turner, Secretary

